




State of Rhode Island and Providence Plantations
DEPARTMENT OF EDUCATION
Shepard Building
255 Westminster Street
Providence, Rhode Island 02903-3400

Peter McWalters
Commissioner

September 4, 2008

TO: LEP Directors/Coordinators and Data Entry Staff

FROM: Mary Ann Snider,  Director
Office of Assessment & Accountability

RE: LEP Census Training

Welcome back to a new school year that promises another successful one. Thank you for your hard work and dedication to the ELL census last year by meeting all deadlines and maintaining high quality student data.

The ELL census is now available for you to start your data entry and maintain student records for school year 08-09. This year we have added a new option in the field model called "Eligible but not enrolled", which is used for students whose parents opt-out their child from the language instructional program at the time of enrollment. Last year we collected this information on these students but it was entered into the census a little differently. Please note that NCLB Title I, Sec. III (b) (7) requires an annual assessment of English language proficiency of all students with limited English proficiency in the schools served by the state, whether or not they are receiving services under Title III of NCLB.

Generally, LEAs should encourage parents to have their children enrolled in a program that is appropriate for them. When a parent refuses participation the district retains the responsibility to ensure that the student has an equal opportunity to have his or her English language and academic needs met.

There will be a mandatory training held at RIDE on the 6th floor in the computer lab on Monday September 15th and 16th from 9-11:30 or 12:30-3:00. To register follow the direct link or follow the directions below. You will need to login. You may use an existing eride account or create a workshop registration account.

Direct link to website to register:

<https://www.eride.ri.gov/workshopReg/ViewWorkshop.aspx?workshopid=15>

Telephone (401)222-4600 **Fax** (401)222-6178 **TTY** 800-745-5555 **Voice** 800-745-6575

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Directions:

1. Go to the RIDE website
www.ride.ri.gov
2. Click on the calendar tab at the bottom of the page
3. Click on Open full calendar
4. A full calendar will open.
5. Click on the title of the training on September 15th or 16th – LEP Census Training
6. A new window with details on the training will open. Click on register now.
7. A new window will open. Click on Register.

The RI Department of Education will pay for **two hours** of parking in the **Convention Center Parking Lot ONLY!** Bring your ticket that you will receive at the parking lot with you to the training in the computer lab so that we can validate your card.

We will share with you a guidance manual with step-by-step directions. If you have further questions please contact Melissa Cabral at 222-8491.